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Next 25 Page(s) In Document Exempt

Approved For Release 2001/07/12 : CIA-RDP73B00283A000100060020-4

S-E-C-R-E-T

OFFICE OF COMMUNICATIONS

Director
of
Communications

Administration
Staff

Communications
Security Staff

Engineering
Staff

Operations Support
Staff

Telecommunications
Staff

Special Programs
Staff

Signal
Centers

Chief
of
Operations

Overseas
Activities

S-E-C-R-E-T

S-E-C-R-E-T

OFFICE OF COMMUNICATIONS

FUNCTIONAL STATEMENT

The Office of Communications is responsible for:

Continuing exploration and evaluation of facts from all known sources, including liaison, relative to the consummation of the mission of the Office of Communications.

Formulation and implementation of policies and programs which will make available to the Agency adequate telecommunications facilities conceived and operated under the most modern and efficient techniques available.

Supervision and regulation of communications practices of the Agency under concepts and policies designed to safeguard these practices with adequate security standards.

Formulation and implementation of policies and programs embracing research into and development of communications techniques, facilities, and specialized electronic equipment especially adapted to the needs of the Agency.

Liaison with other Government agencies on communications and electronics matters, and to participate in and provide technical support for negotiations with officials of foreign governments concerning communications matters.

Conduct of appropriate intra-Agency liaison essential to the proper coordination and planning for communications support of Agency projects.

Review and analysis of Agency preparedness plans and for taking appropriate action to ensure the availability of communications facilities to support the Agency's programs.

Determination of requirements for personnel and for equipment and other logistic support for communications activities of the Agency.

S-E-C-R-E-T

S-E-C-R-E-T

OFFICE OF COMMUNICATIONS

FUNCTIONAL STATEMENT (Cont'd)

Conduct of highly specialized technical training, both elementary and advanced, for all communications personnel of the Agency, and the constant revision of communications training methods to keep pace with the rapid advance in this field.

Conduct of certain special sensitive communications projects including magnetic radiation studies, direction finding, interception, monitoring, and other associated activities.

Director of Communications

The Director of Communications is responsible for the operation of the communications system, supporting staff and clandestine operations of CIA, including specially assigned projects; for the administration of the Office of Communications; serves as staff officer on communications and electronics matters for the Director of Central Intelligence.

Administration Staff

The Administration Staff administers policies and procedures to ensure uniform administrative and support program for both field and departmental activities in accordance with over-all CIA policies and plans, and directs and coordinates administrative and support activities for the Office, including budget, finance, personnel, management, administrative security, and logistics.

Communications Security Staff

Advises the Director of Communications on all cryptologic methods and countermeasures; develops, implements, and controls the CIA communications security program to insure the maintenance of the highest standards for the cryptographic, physical, and transmission security of CIA communications; develops and promulgates the basic theory upon which the CIA communications security program is based; prepares instructions and enforces the regulations formulated from such theory; establishes and maintains a working liaison with other U. S. Government agencies concerned with

S-E-C-R-E-T

OFFICE OF COMMUNICATIONS

FUNCTIONAL STATEMENT (Cont'd)

Communications Security Staff (Cont'd)

communications security matters and represents the Director of Communications on communication security policy matters involving allied foreign governments; and selects communications cipher devices required for Agency operation and provides for the logistic support of these cipher systems.

Engineering Staff

25X1A Prepares engineering studies, detailed engineering plans and selects electronic telecommunications or associated equipment from commercial and military sources that will best meet the various requirements of the Agency; operates the Research and Development Laboratory at [REDACTED] in which detailed engineering design of certain communications equipment for Agency use are developed when the military and commercial firms are unable to provide this equipment; arranges for the development of certain items of electronic equipment through commercial engineering laboratories; provides for the design and construction of communications base stations for the Agency, permanent and mobile, foreign and domestic; provides for the detailed engineering of [REDACTED] furnished by the Agency; provides for wire facilities engineering, and installs and maintains Agency equipment; and conducts technical liaison with commercial and other government organizations.

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Operations Support Staff

The Chief, Operations Support Staff, is responsible for conducting staff and clandestine communications training in the U. S.; providing guidance for overseas staff and clandestine communications training; conducting the career development program for CT/R personnel; establishing the operational requirements for the development and procurement of clandestine communications equipment; developing and producing signal plans and frequency propagation

S-E-C-R-E-T

OFFICE OF COMMUNICATIONS

FUNCTIONAL STATEMENT (Cont'd)

Operations Support Staff (Cont'd)

materials; preparing and arranging publication of clandestine communications procedures; developing new clandestine communications techniques; and maintaining liaison as necessary with Agency elements and other government and non-government agencies in the furtherance of this mission.

Telecommunications Staff

The Chief, Telecommunications Staff, is responsible for the planning and technical administration of the Agency's primary, alternate and emergency staff communications systems, including the utilization of these systems in support of National Communications Systems (NCS) requirements; determining, in conjunction with other OC components, operational requirements for the development, procurement and application of new communications systems, equipments and techniques; maintaining liaison with other U. S. Government, and appropriate foreign government, 25X1A agencies and commercial organizations on telecommunications matters.

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Signal Centers

The Chief, Signal Centers, is responsible for the administration, staffing and operation of the Headquarters Signal Centers; the provision of communications support to other selected Agency activities in the U. S. Domestic field; the provision of an emergency communications system for Headquarters; the conduct of the career development program for CT/C personnel.

S-E-C-R-E-T

OFFICE OF COMMUNICATIONS

FUNCTIONAL STATEMENT (Cont'd)

Chief of Operations

The Chief of Operations is responsible for overseas activities necessary to the accomplishments of the overall OC mission and operations, and coordinates those activities of the Headquarters Staffs that are in direct support of the mission of all of the various Area Communications Activities.

Overseas Activities

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Overseas Communication installations, [REDACTED] throughout the world, support Agency operations in the foreign field by staffing and operating cable traffic handling facilities; performing communications training; and maintaining stocks of communications equipment required in clandestine operations.

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